



# DEPARTMENT OF PUBLIC SOCIAL SERVICES

## WELFARE FRAUD PREVENTION & INVESTIGATIONS SECTION

Number:  
04-18

Date:  
July 7, 2004

### ADMINISTRATIVE MEMORANDUM

**SUBJECT:** EXTENSION OF POLICY FOR THE ADMINISTRATIVE DISPOSITION OF NON-COST EFFECTIVE IEVS REFERRALS

**REFERENCE:** Administrative Memo 04-06

**CANCELS:** None

**FILE IN:**

---

**SPECIAL ATTENTION:** WFP&I In-House Investigative Staff

### PURPOSE

This memo extends the temporary policy to assist in the clean up and disposition of older IEVS fraud referrals. The intent of the policy is to eliminate referrals that are not cost effective to pursue.

### POLICY

Effective immediately and continuing through September 30, 2004, the following guidelines are applicable:

IEVS referrals with dates (actual referral date, not the MAPPER system date) prior to October 1, 2002 where no back-up documentation has been received, e.g., ECS 155 and/or LEADER Case Comments reporting needed employment information, can be closed as an Administrative Disposition on LEADER and as code "O4" on MAPPER.

Referrals that meet the above criteria may be closed immediately. The documentation in the 334 Investigative Activity Record should indicate, "Referring office failed to provide needed documents to investigate allegation."

Please direct questions regarding this memo to your immediate supervisor.

A handwritten signature in dark ink, appearing to read "Luther Evans", is written over a horizontal line.

Luther Evans, Director  
Welfare Fraud Prevention & Investigations Section

LE:le

c: Deputy Directors  
Chief Clerk